



# COVID-19: WE'RE HERE TO HELP

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In these uncertain times we wanted to reach out to let you know we are here to offer support and guidance over the next few months. Below is a list of things that should be considered over the next few months and what we can do to help you.

- **HMRC Time to Pay service** - The Government have issued a promise to work alongside businesses during this difficult financial period and therefore will be providing more leniency with regards to methods of payment and duration when it comes to your tax bills. This must be agreed in principle with HMRC otherwise they will pursue this bill as normal, as in accordance with their other regulations. HMRC has a set up a phone helpline (**0800 0159 559**) to support businesses and self-employed people concerned about not being able to pay their tax due to Coronavirus (COVID-19).
- **Invest in capital items** - Investment advisers say that you should have a cash pile of at least two months to weather any financial storm. You may not have that set aside but if you do you may consider making a large purchase, such as a van, as deals are more favourable now than would have been previously. One example of a benefit would be the decreased interest rates on borrowing such as; car finance.
- **Check insurance policies** - We would advise looking into any health insurance policies held within the business and whether that can contribute towards the employers cost.
- **Government help** - If Coronavirus is suspected among any members of staff the Government have put forward a few ways in which they will be able to help you. **For example:** Refund for businesses and employers required to access Statutory Sick Pay, a 100% Business Rates retail discount for 1 year, funding support for small businesses that pay little or no Business Rates because of Small Business Rate Relief and also a Coronavirus Business Interruption Loan Scheme.
- **Financial help** - Speak to your bank and see what help is available to you. Take a look at what terms and conditions there are, and whether help is currently needed. RBS, Lloyds Bank and Barclays have pledged to offer support by mortgage repayment holidays, temporary increases in credit card limits, waiver of fees on early access to fixed savings accounts and late credit card, mortgage, and loan payments.



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- **Resist late payments** - When cash is restricted, the temptation is to make late payments. This must be resisted, if only for reputational reasons. Late payments are already causing problems for businesses so we advise you to check your debtors and to tighten up your invoicing process, if necessary.
- **Review business costs** - Look at all costs and reduce discretionary and non-essential expenses as far as possible. Fixed costs such as wages, rent, utilities, financing costs and tax liabilities not affected by a decline in sales need to be properly managed but start to look a ways to spread other costs rather than paying in one lump sum (e.g. Car insurance)
- **Review mortgage payments** - Banks will be lending cheaply so we advise you to consider remortgaging. Mortgages are based on past data, which will invariably be better for these past three years - defer applying and that may mean lending based on reduced profit figures making it more difficult to get a mortgage.
- **Look ahead** - The Coronavirus will change the way businesses and society works. When the urgent part of the crisis is over, consider what this crisis changes for you, what you have learned and plan for any future crisis. It's important to look ahead.
- **Keep in touch** - We are still open and available to help you. We understand that now is the time you need us most so please keep in touch.

Now is the time to consider all of the above, as well as utilising the time to get on top of your accounts. We can help you with cash flow forecasting, budgeting, bookkeeping and any other queries you may have about the above advice.

Contact us via email at [info@xebraaccounting.co.uk](mailto:info@xebraaccounting.co.uk)